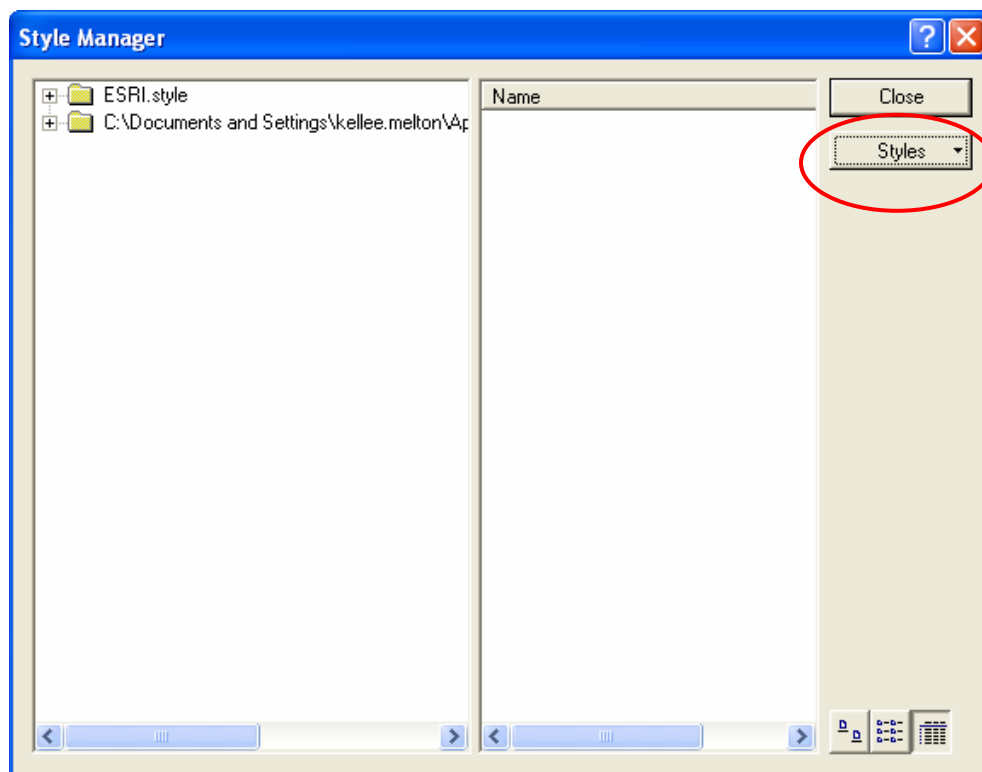# Using the Toolkit Stylesheet to Customize Symbols

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KMM

The Toolkit Practice stylesheet was setup to assist Toolkit users with the symbolization (choice of symbol and color) of Toolkit Practice Layers where features have different type symbols. The Toolkit stylesheet can be modified as needed. *Note: The style sheet can be modified while in a Toolkit map document or from a separate non-Toolkit session of ArcMap.*
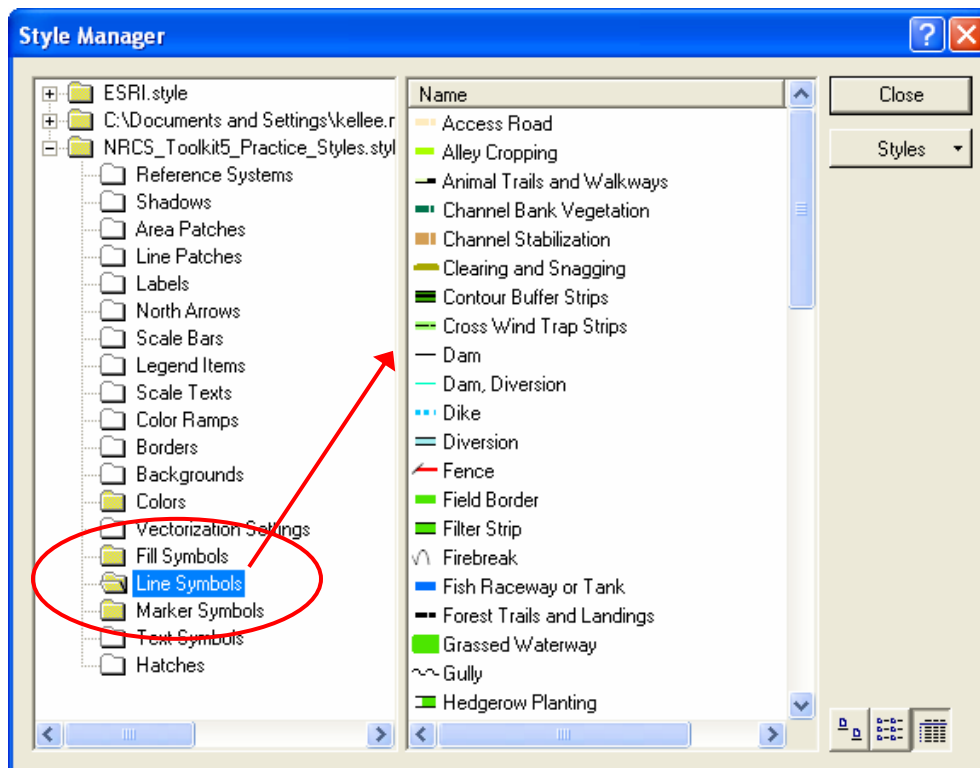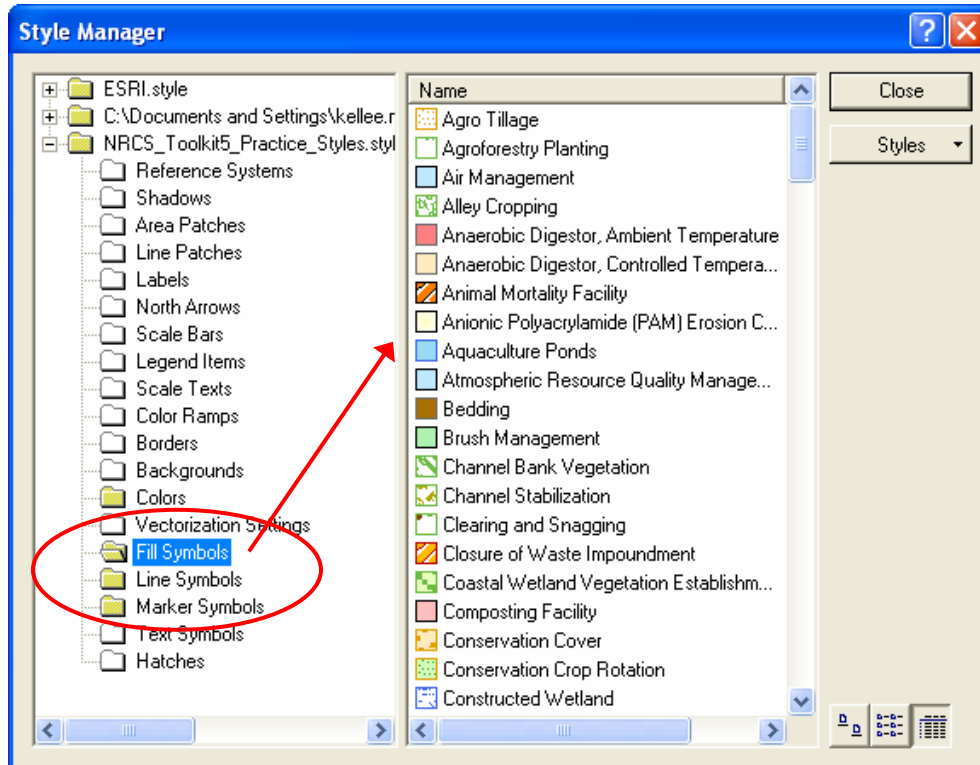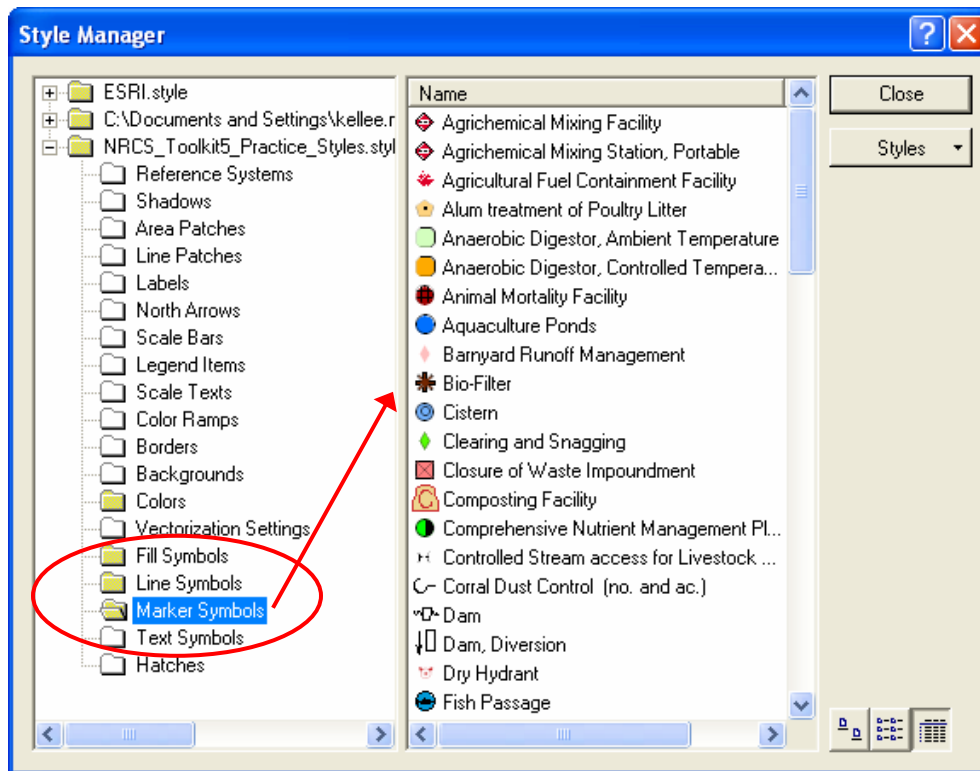
Loading the Stylesheet into Toolkit:

1. Save the NRCS_Toolkit5_Practice_Styles.style file in the following location: **C:\ArcGIS\arcexe83\bin\Styles**
2. Open ArcMap from the Desktop (you do not have to go through Toolkit).
3. Click on **Tools, select Styles and choose Style Manager**
4. The Style Manager window will be displayed. On the right side of the screen, click on the drop-down arrow on the Styles button

5. Select the **NRCS_Toolkit5_Practice_Styles**. The contents of the stylesheet will be displayed on the left-hand side.
6. Click the plus button to expand the contents of the stylesheet. Click on the folder of the desired category of symbol you wish to modify (Fill,

Line or Marker Symbols). The symbols should appear on the right hand side of the **Style Manager Window**.

7. Locate the symbol you wish to change and double left click on the symbol. Make desired changes in the **Symbol Property Editor Window** and click the **OK Button** to accept the change. Repeat this process to change any Fill, Line or Marker Symbols.

8. When all the changes are complete, click the **Close Button** and the changes will be saved. *Note: Changes made on one computer do not affect the stylesheets on other computers. If the changes are desired on each computer in an office or state, the stylesheet should be modified first and then copied to all desired computers.*